

SECRET

8 0 JUN 1978

DD/A Registry

78-2602/1

MEMORANDUM FOR: Associate Deputy Director for Administration

FROM: James H. McDonald  
Director of Logistics

SUBJECT: Contractual and Industrial Security

REFERENCES: (a) Multiple Addressee Memo, dtd 9 Jun 78,  
fm DDCI, same subject

(b) Memo to ADDA, dtd 15 Jun 78, fm D/L,  
same subject

Mike:

1. Action Requested: There is attached a memorandum which responds to a DDCI request for advice from the DDA on various Task Force recommendations not discussed by the Executive Advisory Group (EAG). It is requested that said memo be signed and forwarded to the DDCI. It is also requested that we be notified of any final management decision regarding approval or disapproval of those same recommendations.

2. Background:

Reference (a) directed or approved various actions emanating, either from the Task Force on Industrial Contracts and Industrial Security or from discussions by the EAG during their meetings on 18 April and 23 May. That memo goes on to request a progress report from the DDA within 60 days on implementation. The final request in the memo is that the DDA review the remaining recommendations by the Task Force and recommend either approval or disapproval. In separate correspondence you asked that we provide weekly updates on progress by Office of Logistics (OL) on actions assigned to them and subsequently you designated the OL as your focal point for collecting data from all offices and reporting weekly.

Reference (b) constituted our first report of progress, established a format for future reporting and provided Director of Logistics (D/L) advice regarding recommendations on which there have been no EAG determination. That document reported progress through 15 June 1978. A second progress report, dated 22 June 1978, reported progress through that date.

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from attachment

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SUBJECT: Contractual and Industrial Security

3. Staff Position:

Forwarded herewith is the memo from the DDA to the DDCI which is referred to in para. 1. Also attached is the third weekly progress report which includes input received from various components. We note that no information was received either from the Offices of the Inspector General or Legislative Counsel. An oral report was received from Office of General Counsel (OGC), while written reports were received from DDS&T, Office of Security (OS), and Office of Communications (OC).

The column, entitled "Comment/Recommendation," now includes advice on either approval or disapproval of the various open Task Force recommendations. We have noted, along with the advice, the components which have contributed to the recommendation. You will note that DDS&T has commented on most of the recommendations. OS has contributed on Recommendations #13 and #27. OC did not offer advice on the open recommendations on the basis that they were, for the most part, outside the purview of their area of interest.

4. Recommendation: It is recommended that information herein be utilized for any required reporting to other management officials on progress on Task Force recommendations. Copies of the attached status report are being distributed to other components involved in this project.

  
James H. McDonald  
Director of Logistics

25X1A

Atts

cc: DDS&T w/att  
OS w/att  
OC w/att  
OGC w/att  
IG w/att  
OLC w/att

**SECRET**

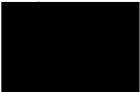
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**Next 11 Page(s) In Document Exempt**

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<u>RECOMMENDATION OR DIRECTION</u>	<u>APPROVAL</u>	<u>STATUS</u>	<u>ACTION ASSIGNED TO</u>	<u>NECESSARY FOR IMPLEMENTATION</u>	<u>TARGET COM- PLETION DATE</u>	<u>STATUS</u>	<u>COMMENT/ RECOMMENDATION</u>
(2) The National Programs Contracting Officer shall establish review procedures which will ensure adherence to Agency procurement policy consistent with National Programs requirements. Any policy differences, which cannot be reconciled, shall be submitted to me with a request, accompanied by justification, for policy exception.							
d. The Director of Logistics shall ensure that the Procurement Management Staff, OL, makes periodic inspections of the OD&E Contract Staff.	Approved EAG DDCI	5/23/78 6/2/78	D/L			Complete	Revision 3 to Procurement Note No. 23 schedules National teams for review.
e. The DDS&T shall provide that the Director of Logistics or his designee, Chief, Procurement Management Staff, OL is the reviewing official on fitness reports for the Chief, Procurement Management Staff, DDS&T, and for the Chief, Contracts Staff, OD&E.	Approved EAG DDCI	5/23/78 6/2/78	DDS&T	Agreement between DDS&T and OL		Complete	Memo sent to DDS&T on 6/29/78 outlining procedure.
f. Concerning Recommendation #25, the DDA and DDS&T will work together to establish an appropriate data base to ensure that essential contract information is readily available for responding to questions on Agency contracting activity.	Approved EAG DDCI	5/23/78 6/2/78	DDA-DDS&T	Establish working group to review requirements, establish action plan and implement.	12/31/78	DDS&T has assigned 	Completion date is difficult to assign pending determination of requirement.

will represent OL.

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## ROUTING AND RECORD SHEET

DD/A Registry  
 78-2602/1

SUBJECT: (Optional)

Contractual and Industrial Security

FROM: James H. McDonald  
 25X1A Director of Logistics  
[REDACTED]

EXTENSION  
 8-8200

NO. OL 8 3027  
 DATE 8 0 JUN 1978

TO: (Officer designation, room number, and building)

80/DDA

DATE

RECEIVED

FORWARDED

OFFICER'S INITIALS

COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.)

1. ADDA  
 7D26 Headquarters

7/5

W

8 JUL 1978

2. DDA

7/5

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Mr. Malanick:

Mr. McDonald is handcarrying the  
memo for DDCI (which supposed to be  
attached to this memo) before close of  
business today.

P.S.

1m/3 July

Memo will be here on Wednesday, instead.